



COMSATS University Islamabad, Vehari Campus

Mailsi Road, Off Multan Road, Vehari

Tel: (067) 3602803

Authority Letter

1. I, , hereby authorize to
(Name of applicant)

my Mr./Ms.
(Relationship) (Name of authorized person)

CNIC No _____ to collect my following documents on my behalf from Examinations Department, CUI Vehari Campus.

(Please tick the required documents)

Transcript

Degree

2. Three specimen signatures of (authorized person) are appended below:-

a. _____ b. _____ c. _____

3. It is certified that I will not have any claim for the above requested documents. Further,

I have enclosed herewith all the copies of required documents.

Student Name _____ Student Signature & Date: _____

Registration No. _____

Approved/Not approved:

Name & Signature: _____

Instructions:-

1. Authority letter is acceptable only if the applicant is abroad **OR** when the department satisfied that it is not possible for the applicant to come personally for collecting the required document.
2. It is mandatory for the applicant to send the required documents through Courier and he/she will also forward a formal e-mail at (shaguftarafiq@cuivehari.edu.pk).
3. Only (Father/Mother/Brother/Sister/Husband / Wife) can be authorized.
4. Applicant will attach photocopies of his /her CNIC and /or PASSPORT.
5. Authorized person must bring photocopy along with his/her ORIGINAL CNIC.